

Combined Classes

What is a Combined Class?

A combined class is an offering with two (or more) class sections which have been coded in Caesar to meet together on the same day/time in the same classroom and are taught by the same instructor.

Why Offer Combined ?

Offering combined classes allows two classes to be scheduled together, and for students to register and appropriately count a course toward their career, degree, and major/minor requirements.

The Set-up of Combined Classes

Combinations Within Departments

Classes can be combined within departments, such as an undergraduate level topics course which is combined with a graduate level topics course that covers the same material.

An example of this would be the combination COMP_SCI 395-o 'Special Topics in Computer Science' & COMP_SCI 495-o 'Special Topics in Computer Science', where both classes have the sub-topic 'Artificial Intelligence.'

Combinations Between Departments

Class can also be combined with classes offered by different departments, such as a courses offered with the same subject by multiple departments.

An example of this would be the combination ENGLISH 338-o 'Renaissance Literature' & GNDR_ST 390-o 'Topics in Gender Studies', where both classes have the sub-topic 'Abstinence Education through Renaissance Tragedy.'

Combined or Cross-listed?

'Combined' and 'cross-listed' are terms which are often used interchangeably, but are very different ways of setting up a course.

Combinations and combined classes are a scheduling aspect within each quarter, and it is a way to place two different classes in the same room to be taught by the same instructor.

Cross-listing happens in the catalog and it is a way to set up the curriculum of courses which are deemed to be essentially identical. When courses share a course ID they may never be updated independently of one another and only the subject code, catalog number, and course career may differ. With the limitations Caesar creates in updating cross-listed courses, very few departments use this feature in the course catalog.

How Are Combined Classes Scheduled?

STEP 1: Departments schedule individual sections which need to be combined in CLSS, and leave a note in the comment field for the Registrar to combine.

Comments

Combine with: CLASSICS 340-0-20 (class #13042)
CLASSICS controls scheduling in CLSS

When entering comments about combinations, please include the full subject code (as listed in Caesar), class, and section number. You can also leave a note here about which department should be the 'controlling' scheduler in CLSS.

STEP 2: Once *all* sections have been correctly entered into CLSS by departments and the sections have been bridged into Caesar, the Registrar combines the classes in Caesar.

STEP 3: The next day, the combination will appear in CLSS.

Edit Section – COMP_LIT 301-0-1: Studies in World Literature (SIS Class Nbr: 13665)

CLASSICS 340-0-20 controls the primary scheduling configuration for this combined section

Section Information

Title/Topic	Greek and Roman Drama	Session	Regular Academic Session
Section #	1	Campus	Evanston Campus
Credit Hrs	1	Status	Active
Schedule Print	Yes	Consent	No Special Consent Required
Section Type	Lecture	Grade Mode	ABC Grading
Link To	Not linked to other sections	Combined With	CLASSICS 340-0-20

Section Attributes
WCAS Distribution Requirement: Literature & Fine Arts Distro Area

Course Attributes
WCAS Distribution Requirement: Literature & Fine Arts Distro Area

Important Notes About Combined Classes

For the Registrar to effectively combine courses, departments must schedule each section of the combination to be identical in every way. Meaning, each section must be set up by departments to have the same:

- Academic session
- Instructor(s)
- Meeting pattern (days/times the class meets)

If sections are not constructed in this way, the Registrar will not be able to combine them.

Running Enrollment for Combined Courses:

Within combined courses the enrollment capacities are set at two levels: the combined section level and the individual section level. The Registrar assists departments in combining classes in Caesar and setting the enrollment capacity at the combined level. Departments are responsible for updating the enrollment capacities for the individual sections within the combination in CLSS.

Enrollment for the combined class could be **‘open until filled.’** The enrollment capacities for each individual section in the combination are the same as the **combined enrollment capacity**. As students register in sections of the combined offering, Caesar tallies the enrollments of each section to determine the **combined enrollment total** and will close all sections of the combined class when it reaches the combined enrollment capacity.

Room Capacity											
Requested Room Capacity <input type="text" value="45"/>						Enrollment Capacity <input type="text" value="45"/>		Wait List Capacity <input type="text" value=""/>		Total <input type="text" value="15"/>	

Linked Classes											
Personalize Find View All First 1-3 of 3 Last											
Combined Sections Class Description											
Class Nbr	Subject	Catalog Nbr	Section	Status	Req Room Cap	Enrl Cap	Enrl Tot	Wait Cap	Wait Tot	Acad Group	
10824	HISTORY	300-0	22	Open	45	45	8	0	0	WCAS	+ -
11748	AF_AM_ST	380-0	20	Open	45	45	2	0	0	WCAS	+ -
13693	GNDR_ST	321-0	21	Open	45	45	5	10	0	WCAS	+ -

Enrollment for the combined section could also be **‘section specific.’** The enrollment capacities for each individual section in the combination represent a *portion* of the **combined enrollment capacity**. As students register in sections of the combined offering, Caesar tallies the enrollments of each section and will close an individual section in the combination once it reaches the section specific enrollment capacity. Only the section which has met its enrollment capacity will appear as closed, and the other sections will remain open for student enrollment.

Room Capacity											
Requested Room Capacity <input type="text" value="35"/>						Enrollment Capacity <input type="text" value="35"/>		Wait List Capacity <input type="text" value=""/>		Total <input type="text" value="21"/>	

Linked Classes											
Personalize Find View All First 1-3 of 3 Last											
Combined Sections Class Description											
Class Nbr	Subject	Catalog Nbr	Section	Status	Req Room Cap	Enrl Cap	Enrl Tot	Wait Cap	Wait Tot	Acad Group	
14971	CHEM	415-0	01	Open	35	10	3	0	0	WCAS	+ -
16681	BMD_ENG	444-0	60	Open	35	5	3	0	0	MEAS	+ -
17387	MAT_SCI	444-0	20	Closed	35	15	15	0	0	MEAS	+ -